

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: SEPTEMBER 27, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: GIRARD
WOOD
CONOVER
SEEBER
BEATY
BRAYMER
SIMPSON
LEGGETT
MACDONALD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: STROUGH
MONTESI

OTHERS PRESENT:

REPRESENTING THE WARREN COUNTY HISTORICAL SOCIETY:
DR. MARILYN VAN DYKE, TRUSTEE
FAITH BOUCHARD, EXECUTIVE DIRECTOR
REPRESENTING THE DEPARTMENT OF PUBLIC WORKS
JEFFERY TENNYSON, SUPERINTENDENT
BETSY HENKEL, FISCAL MANAGER
ROSS DUBARRY, AIRPORT MANAGER
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, WARREN COUNTY BUDGET OFFICER
SUPERVISORS BROCK
FRASIER
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
RICHARD SCHERMERHORN, SCHERMERHORN AVIATION, LLC
JON LAPPER, LEGAL COUNSELOR FOR SCHERMERHORN AVIATION, LLC
STEVE ABBOTT, REPRESENTING RICH AIR, LLC
RICH WATERS, REPRESENTING RICH AIR, LLC
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the September 27, 2016 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2016/facilities/>

Mr. Girard called the meeting of the County Facilities Committee to order at 10:40 a.m.

Motion was made by Ms. Seeber, seconded by Mr. MacDonald and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Mary Elizabeth Kissane, Assistant County Attorney, to speak about the legality of the Warren County Historical Society's request to house a museum in a County owned building. She informed the County could enter into a lease agreement with a not-for-profit organization. She said the Historical Society could enter into a License Agreement without the County to run, operate and maintain a museum for \$1.00; she added the License Agreement was consideration for use of County Building 11.

Frank Morehouse, Superintendent of Buildings notified the doors on Building 11 would need to be replaced; he said the necessary utility pole was in place and he was waiting for a final inspection. Mr. Girard informed the purpose of the pole was to convert to National Grid from the Co-Gen power facility. Ms. Braymer inquired if there was a draft of the agreement available for review and Ms. Kissane responded affirmatively.

Privilege of the floor was extended to Dr. Marilyn Van Dyke, Trustee of the Warren County Historical Society, who notified The Historical Society had a lease for their current location with the Town of Queensbury through next year, and they were looking to move when the lease expired pending an agreement with Warren County. She mentioned she had met with Brian Reichenbach, County Attorney, and Ms. Kissane to discuss a License Agreement. Mr. Girard recognized the Historical Society wanted to move ahead with an agreement, and he informed a copy of the draft License Agreement

would be distributed to the Committee members for review to discuss at the next Committee meeting. *A copy of the draft License Agreement is on file with the minutes.*

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of the Department of Public Works, who distributed copies of the Buildings and Grounds agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Tennyson provided an update on the Court Expansion Project informing that all contracts had been distributed to the contractors and he was waiting for final signatures. He indicated the project schedule would begin in October. A brief conservation ensued, following which it was decided that the Committee would be provided with a schedule of all meetings pertaining to the Court Expansion Project.

Next, Mr. Tennyson provided an update on Bergman Associates' review of Siemens energy saving contract for the Municipal Center. He indicated Bergman Associates had been provided with all the data they would need to complete their review. A discussion ensued concerning upcoming meetings during which it was determined the Committee members would be notified of all meetings with Bergman Associates and the special meetings of the County Facilities Committee would be scheduled if necessary to comply with requirements of the Open Meetings Law.

Travis Whitehead, Town of Queensbury resident, mentioned a utility pole had been mounted outside of Centers Health Center. He informed Centers Health Center would be run by the Co-Gen plant for 8 years and questioned why the pole was installed. Mr. Tennyson informed the pole was installed to allow National Grid to power Buildings 11 & 12 for use by the Warren County Historical Society.

Privilege of the floor was extended to Ross Dubarry, Airport Manager, who distributed copies of the Airport agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Dubarry presented the following requests:

- ❖ To establish Capital Project H369, Airfield Guidance Sign Replacement/Pavement Repair & Markings, in the amount of \$80,000;
- ❖ To authorize a new contract with C & S Engineers for technical support services relating to Phase I – Airfield Guidance Sign Replacement/Pavement Repair & Markings, in the amount of \$78,500, to commence upon approval and terminate upon completion.

Motion was made by Mr. Conover, seconded by Mr. MacDonald and carried unanimously to approve the requests as presented. The request to establish Capital Project H369 was referred to the Finance, Personnel & Higher Education Committee and the necessary resolution was authorized for presentation at the October 21st Board meeting to contract with C&S Engineers. *Copies of the resolution request forms are on file with the minutes.*

Following, Mr. Dubarry introduced a request to increase Capital Project H364, Runway 30 Obstruction Removal, in the amount of \$18,000, for FAA (Federal Aviation Administration) flight check for PAPI (Precision Approach Path Indicator) installations for Runway 30 & 12. He indicated grant funds were received from an application submitted in July.

Motion was made by Mr. Conover, seconded by Mr. MacDonald and carried unanimously to approve the request as outlined above and to forward same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Next, Ms. Seeber spoke regarding the Airport Advisory Committee, which she clarified she was proceeding with no particular focus. Mr. Girard confirmed the Airport Advisory Committee was to proceed with no parameters for their advisory focus.

Mr. Dubarry then provided a Power Point presentation entitled “Parking Plan” and he described each slide in detail. *A copy of which is on file with the minutes.* A lengthy discussion ensued, following which a motion was made by Ms. Braymer, seconded by Mr. Beaty for the FBO (Fixed Base Operator) to suggest long term and restaurant parking, and to remove the tow away signs.

Following further discussion, Ms. Braymer amended her motion, and Mr. Beaty amended his second, to direct the Airport Manager to work with the FBO directing long term parking in Lot B and Aviator Restaurant parking in Lot A, with no enforcement warnings, and to remove the current no parking and tow away signs, and the motion was carried unanimously.

Continuing, Mr. Dubarry notified the Balloon Festival was a success with launches Saturday & Sunday. He indicated 491 premium parking pass were sold for a total of over \$9,000, and he informed RV parking grossed \$1,000 in revenue.

Concluding, Mr. Tennyson reviewed the 2017 Building & Grounds Budget Request and the 2017 Airport Budget Request.

Following, Mr. Girard announced an executive session would be necessary to discuss the performance of the FBO at the Floyd Bennett Memorial Airport.

Motion was made by Mr. MacDonald, seconded by Mr. Simpson and carried unanimously to enter into an Executive session pursuant to Section 105(f) of the Public Officer’s Law.

Executive session was held from 12:33 p.m. until 12:51 p.m.

Upon reconvening, Mr. Girard announced that no action had been taken during the executive session.

There being no further business to come before the County Facilities Committee, on motion made by Mr. Conover and seconded by Mr. MacDonald, Mr. Girard adjourned the meeting at 12:52 p.m.

Respectfully submitted,
Molly Ganotes, Legislative Office Specialist